



City of Annapolis

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Historic Preservation Commission

April 12, 2011

The Administrative Meeting of the Historic Preservation Commission of the City of Annapolis was held on March 24, 2011 in the City Council Chamber. Acting Chair Tim Leahy called the meeting to order at 7:30p.m.

Commissioners Present: **Chair Kennedy, Vice Chair Bunting, Gallitano, Rentsch, Zeno, Leahy, Finch**

Staff Present: L. Craig, Historic Preservation Officer

Consultants Present: J. Halpern, Architectural Consultant

Consultants Absent: T. Bodor, Archaeological Consultant

Chair Kennedy introduced the commissioners and staff. She stated the Commission's purpose pursuant to the Authority of Article 66B, Section 8.01-8.17 of the Annotated Code of Maryland and administered the oath en masse to all persons intending to testify at the hearing.

C. **APPROVAL OF MINUTES** – February 24, March 8, and March 24, 2011 Meeting Minutes

Mr. Gallitano moved approval of the February 24, March 8 as amended and March 24, 2011 meeting minutes as submitted. Ms. Zeno seconded the motion. The motion passed unanimously in a vote of 6-0.

D. **ANNOUNCEMENTS**

Chair Kennedy welcomed Ms. Lauren Brennan who is shadowing Ms. Craig. Ms. Craig announced that Maryland's Annual Preservation and Revitalization Conference brochure has been distributed to members and noted that funding is available to offset costs for those who are interested in attending the conference. She also announced that there was a presentation and lively discussion on the Memorial Circle history at the City Dock Advisory Committee (CDAC) meeting. The upcoming CDAC meetings are scheduled for June 6 and July 18, 2011. CDAC is scheduled to make a presentation to the City Council on July 21, 2011.

E. **VIOLATIONS**

There were no violations reported.

F. **CONSENT DOCKET**

2. 162 Main Street – Catherine Durkan – Install storefront sign. **Approved as submitted.**

3. 189 B Main Street – Brian Bolter – Replace existing storefront sign with new sign and install lighting. **Approved as submitted.**

Mr. Bunting moved to approve the applications for 162 Main Street and 189B Main Street on the consent docket as submitted. Mr. Leahy seconded the motion. The motion passed unanimously in a vote of 6-0.

The following exhibits were presented at the hearing.

Exhibit Number	Exhibit Types
A	The Applications for 199 Duke of Gloucester Street, 162 Main Street and 189B Main Street
B	Written Comments of Staff, Consultants and Other Reviewing Agencies
C	Maryland License Plat Chesapeake Bay Trust Logo

G. ADMINISTRATIVE BUSINESS

Mr. Bunting moved to accept the administrative approvals for January through March 2011 as submitted. Ms. Zeno seconded the motion. The motion passed unanimously in a vote of 7-0.

H. NEW BUSINESS

1. 199 Duke of Gloucester Street/St. Anne's Episcopal Church – Install pedestal sign in rain garden.

Ms. Ginger DeLuca presented the rain garden sign for St. Anne's Episcopal Church. She noted the only change relates to an email received from the Chesapeake Bay Trust requesting that the logo be changed to reflect the license plate type of logo in effort to connect the monies received from the license plates to the rain garden.

Staff: Ms. Craig restated her written comments and recommends approval of the application subject to the applicant providing "after photographs" within 60 days of completion of the project; eliminating the logo and advertising information not including the nonprofit organization information on the left hand side of the sign; locating the sign in front of the raised planting area fronting the recessed wall of the new building; change the script to italic or other decorative lettering; and paint the pedestal and panel to match the coloring of the existing St. Anne's Parrish sign.

Public: There were no public comments.

Commission: Chair Kennedy asked if the applicant agrees with the recommendations made by the staff and the applicant was agreeable.

Mr. Bunting noted that whereas the applicant for 199 Duke of Gloucester Street has agreed to the recommendations made by staff to eliminate the logo located in the lower right hand corner of the sign; consult with staff on the placement of the Maryland license plate Chesapeake Bay Trust logo; to locate the sign in front of the raised planting area fronting the recessed wall of the new building; change the script to italic or other decorative lettering on the sign; to paint the pedestal and panel to match the color of the existing St. Anne's Parrish House sign, and complies with HPC guideline D.37, Sign Guidelines General, #2, #6, Sign Guidelines Specific #1, #2, #3, #4, #7 and #8. Ms. Zeno seconded the motion. The motion passed unanimously in a vote of 7-0.

F. PRE APPLICATION

Chair Kennedy reminded those present that this is an informal discussion and is held as a courtesy to the applicants to determine feasibility and to address any other issues of concern that may arise at the hearing. This review does not constitute an approval. She explained that nothing discussed in this session will be binding on the commissioners or applicants.

Chair Kennedy and Mr. Leahy recused themselves from participating on the application.

1. 107 Duke of Gloucester Street – Charles Carroll House – Chiller Unit

Ms. Leahy summarized that the Carroll House is seeking approval to replace the existing chiller with a 30-foot chiller.

Ms. Leahy distributed additional handouts to supplement the original pre-application packet. She stated that the Carroll House is making the mechanical and engineering contractors available to better describe the technical assistance provided. She pointed out that the additional information requested on the boxwoods, vaulting and other options are also being provided. She noted that since the last meeting, another option was suggested that related to a structural screening which was also explored. She clarified that the approval is being sought relating to the replacement of the existing chiller with a 30-ton chiller at the current site and to install a vegetative screening around the replacement chiller unit. She noted the initial HVAC work was completed in 1993 and upgraded in 2010.

Mr. Ford described the current system installed at the Carroll House as a two pipe system to be used for heating and cooling and is less intrusive on the historic house. He gave a brief explanation of a chiller that is intended to manufacture cold water and circulate water via a pump. The condenser unit uses refrigerant and is an evaporator.

Ms. Leahy went over the four chiller options considered that include McQuay, Train, York, Carrier and noted that all four of the options would be viewable from Duke of Gloucester Street. However, the McQuay chiller appeared to be the best solution for meeting needs of the Charles Carroll House. She noted that Mr. Bodor performed some test pits on the site and did not find anything of significance. There were a number of walk through's to determine possible areas on the site for chiller location. However, not all property along the pipeline is leased to the Charles Carroll House.

In response to a question regarding what would be the issues with using the various areas of available land, Mr. Ford noted that if the area located behind the house near the "bump out" is used then it will prevent good air flow and maintenance accessibility. He noted that use of any of the other areas would require trenching and excavation of the ground.

Ms. Leahy noted that the Charles Carroll House Association has reviewed and investigated all the options suggested including the more recent option of a structural screening so therefore believes that they have done all that was requested of them. Mr. Gallitano believes that there are other options in terms of available space that need to be explored to determine the least offensive option. He noted that it has been determined that the existing condition is not acceptable because it is affecting a very significant view shed for a significant number of residents. Ms. Leahy responded to the Commission's comments regarding whether she believes that the new chiller and vegetative screening proposal still remains the best option or solution. Ms. Leahy stated that after all the investigations, she continues to believe that the proposal submitted for the pre application meeting is the best option for the Carroll House, its neighbors, the historic district and the City of Annapolis.

Vice Chair Bunting **summarized** that the streetscape sensitivity is a major issue for the Commission, particularly the visibility from Duke of Gloucester Street. There were some suggestions regarding structural screening alternatives. There were suggestions made regarding working with the neighbors prior to the application presentation. There were suggestions made regarding surveying the actual grades around the site including archaeological test pits and a site plan with grade at one foot contours. There were also discussions that a potential site visit would be helpful. Mr. Gallitano requested an estimate that addresses how much vegetation would be lost to re-grading the site or lowering the height of the unit by re-grading, creating a vault or other options during the site survey.

With there being no further business, Ms. Finch moved to adjourn the meeting at 9:39pm. Ms. Zeno seconded the motion. The motion passed unanimously in a vote of 5-0.

Tami Hook, Recorder